



Request for Qualifications

**RFQ #: 2023-08-02
for**

UNIVERSITY PARKWAY RESURFACING PHASE I ENGINEERING PROJECT

**Date of Issue: August 8th, 2023
Proposals Due Date: August 22nd, 2023
Time: 5:00pm Central Time**

Village of University Park
Elizabeth Scott, Village Manager
44 Town Center Drive
University Park, IL 60484
Phone: (708)-235-4813
Email: escott@university-park-il.com

REQUEST FOR QUALIFICATIONS

UNIVERSITY PARKWAY RESURFACING PHASE I ENGINEERING PROJECT

THE VILLAGE OF UNIVERSITY PARK, in accordance with the laws of the State of Illinois, hereby notifies all bidders that it will affirmatively ensure that the contract(s) entered into pursuant to this notice will be awarded to successful bidders without discrimination on the grounds of race, color, religion, sex, age, sexual orientation, marital status, disability, familial status or national origin. The Village seeks to enter a contract to execute construction services for the University Parkway Resurfacing Project. The Village seeks to retain a qualified contractor to provide the material, equipment, and labor to perform the scope of work as described in this RFP.

BID #: 2023-08-02
Issue Date: 08/08/2023
Due Date: 08/22/2023
Opening Date: 08/23/2023 at 10:00 am

A. Project Overview

The Village is constantly evaluating its roads to better serve its residents and community at-large. Through a Village-wide Capital Improvement Plan, the Village targeted select roadways that are in need of resurfacing, patching, or reconstruction. A Pavement Conditions Report indicated that University Parkway from Cicero to the Metra Station Entrance is in very poor condition. The solution was determined to be milling and resurfacing to bring this roadway to satisfactory condition. The following section details the Scope of Work for this Project.

B. Scope of Work

The project area is University Parkway from Cicero to the Metra Station Entrance, approximately 2,700 linear feet. At this time, the Village is only seeking services for the Phase I Engineering Design of this resurfacing project. This project is a part of the Transportation Alternatives Program (eTip ID #07-20-0013). As a part of this project all appropriate due diligence (topographic survey, core samples, utility coordination, etc.) and preliminary engineering design will be completed. Successful project completion will be achieved following design approvals from all applicable regulatory agencies to advance the project to the next stage of design.

C. Insurance Requirements

The selected contractor shall provide at its own cost the following forms of insurance through the completion of the contract period:

- Commercial General Liability (CGL) coverage with limits of liability not less than \$1,000,000 per occurrence and not less than \$2,000,000 annual aggregate.
- Commercial Liability Umbrella coverage with limits of liability not less than \$2,000,000.
- Comprehensive Automobile Liability coverage with limits not less than \$1,000,000 per incident.
- Workers' Compensation and Employers' Liability.

The Village of University Park shall be named as an additional insured on the policies required above. The selected contractor shall furnish certificates of insurance to the Village and corresponding policy endorsement setting forth the required coverage herein prior to entering any

project areas or commencing any work. Such policies shall contain an endorsement requiring the carrier to give at least ten days prior notice of cancellation to the Village. All insurance required by this contract shall be primary and non-contributing to any insurance maintained by the Village. This policy may not include any exclusion for IL Labor Laws, injury to employees or to subcontractors. Any subcontractors shall have an unmodified Commercial General Liability policy without limitation with respect to Employers Liability and injury to independent contractors. The contractor agrees to cause each subcontractor to furnish the Village with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage herein prior to any such contractor entering any project area or commencing any work.

D. Non-Collusion Certification

By submission of this response, each bidder and each person signing on behalf of any bidder certifies under penalty of perjury, that to the best of their knowledge and belief:

1. The prices included with this bid have been deduced independently without collusion, consultation, communication, or agreements, for the purpose of restricting completion, as to any matter relating to such prices with any other bidder or with any competitor; and
2. Unless otherwise required by law, the prices which have been provided in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

E. Proposal Requirements

Complete proposals shall include the following:

- **Cover Letter:** Letter stating the Contractor's interest in this Project.
- **Statement of Qualifications:** a brief history of the company, project understanding, similar project experience, and bios of relevant personnel. List all subcontractors, if applicable, in this section.
- **Statement of Access to Supporting Documents:** Statement of ability to obtain the required insurance coverage upon award of the contract.
- **References:** Please provide three professional references.
- **Certification Statement (optional):** Please indicate whether your company is an Illinois certified M/WBE.

Failure to provide all required Proposal Requirements will result in automatic disqualification.

F. Submission Instructions

Proposals must be received by the Village by 5:00 pm on August 22nd, 2023. Submissions should be mailed in a sealed envelope labeled "University Parkway Resurfacing Phase I Engineering Project

Proposal” to the attention of Village Manager Elizabeth Scott. Submissions received after the specified date and time will not be accepted.

Please mail or deliver proposals to:

Village of University Park
44 Town Center Drive
University Park, IL 60484
Elizabeth Scott, Village Manager

G. Right to Amend or Terminate Contract

If the contracting party fails to comply with any of the terms, provisions or conditions of the contract, including the exhibits, the Village shall have the right, in addition to all other available remedies, to declare the contract in default and, therefore, to terminate it and to resubmit the subject matter of the contract to further public procurement. In that event, the contracting party shall pay the Village, as liquidated damages, the amount of any excess of the price of the new contract over the contract price provided herein, plus any legal or other costs or expenses incurred by the town in terminating this contract and securing a new contracting party.